



Synchronization Exercise

7 February 2006

Our Mission : Manage Army installations to support readiness and mission execution - provide equitable services and facilities, optimize resources, sustain the environment and enhance the well-being of the Military community

Leading Change for Installation Excellence



How We Help Garrisons

- **Housing**

- **Identify furnishings and appliances that are considered excess, facilitate cross leveling**
- **Provide HOMES query support**
- **Archive HOMES data**
- **Validate funding requirements**
- **Modify appliance contracts as required**

- **Real Estate**

- **Terminate RE contracts**
- **Assist in validating investment data (DD1354s)**
- **Coordinate/schedule and participate in Inventory & Condition inspection and host nation turnover**



How We Help Garrisons

- **Environmental**

- **Central contract prepares Env Status Reports (ESRs)**
- **Conduct env project deconfliction**
- **Assists obtaining HN project site approvals or exemptions for env requirements**

- **Construction Programs**

- **Review BUP, BIP, Flagship, SVQM and MILCON projects. Direct cancellation of unnecessary projects**
- **Validate and archive databases and records (RPI, ISR, RPLANS, CADD/GIS, DD 1354s, etc.)**
- **Support Master Planning requirements**
- **Participate in Installation Turnover to Host Nation**



How We Help Garrisons

- **Operations and Maintenance**

- Negotiate present and future use of utilities and termination charges with utility suppliers
- Support negotiation of ESPC contract termination
- Coordinate redistribution/disposal of excess non-centrally managed items (NCMI), RPMA supplies, and refuse trucks

- **Business Operations**

- Staffing models for temporary transition offices
- Validate SRM UFRs
- Transfer databases on automated programs (ISR, RPLANS)



What We Seek From Garrisons

- **Housing**

- Identify UFRs due to closure
- Updated DD1354s to support residual value analysis

- **Real Estate**

- AE Form 405-8A-R, Request for Release, at least 120-90 days prior to closure
- Facility investment data
- Environmental Status Report (draft for pre-I&C and final for closure)

- **Environmental**

- Env documents for ESRs + historical site contamination knowledge
- Early coordination on potential env 'show stoppers'
- Disposal of HM & HW



What We Seek From Garrisons

• Construction Programs

- Identify/review/terminate planned or ongoing unnecessary major SRM projects
- Update and validate data (RPI, ISR, RPLANS, CADD/GIS, etc.) to include final DD1354 information
- Participate in Installation Turnover to Host Nation

• Operations and Maintenance

- Request modification/termination of ESPC and utility contracts.
- Report excess non-centrally managed items (NCMI), RPMA supplies, and refuse trucks.

• Business Operations

- Purge files prior to transfer
- Transfer files and databases to enduring garrisons



Construction Programs

- **Topic: Installation Turnover Team**

- **Discussion:**

The Installation Turnover Team (ITT) charged with final acceptance of facilities from departing units and tenants, the inspection and preparation of facilities/records for turnover, and final transfer to the Host Nation.

- **Expertise in Real Property, Housing and Operations & Maintenance.**
- **With Host Nation counterparts, conducts facility inspections and installation turnover.**
- **Members from residual local personnel, TDY personnel from w/i Region, or contracted services.**

- **Way Ahead: Identify team members and required resources.**

- **POC: Mr. Sean McDonald, 370-8517**



Real Estate

- **Topic: Facility Turnback Condition**
- **Discussion:**
 - **Buildings empty/broom swept**
 - **Keys in all doors, labeled in German & English, doors open**
 - **No hazardous material/trash on installation**
 - **POL removed, tanks clean and certified**
 - **Safeguard installation until release**
 - **Maps, handbooks, manuals available for turnover to Host Nation**
- **POC: Ms. Ilse Merryman, Chief, RE Branch, 370-8467**



Environmental

- **Topic: Garrison Environmental Responsibilities**
- **Discussion:**
 - Use Env Reviews (ER) + ESRs to identify potential env 'show stoppers'
 - Ensure all HW disposed via DRMS prior to F date; arrange for additional contract capability as needed (collection points, pack & sort, etc.)
 - Ensure owners of all excess, usable HM transfer it to nearest Re-Use Center prior to F date (damaged/unusable HM is HW)
 - Conduct walk-thru's of known & potential HM/HW storage areas to confirm removals complete and areas swept clean prior to F date
 - Spill clean-up after S or L date is 'transfer garrison' responsibility
 - Archive all env documents through IMA-EURO
- **POC:**
 - HM/HW-Betsey Kimmerly, ERs- Bela Varga, ESRs- Linnea Norby, Archiving- Henry Becker, 370-7328



Operations & Maintenance

- **Topic: Utility Termination**
- **Discussion:**
 - **Most utility supply contracts require 90 day termination notice.**
 - No additional cost if termination notice issued 90 days prior to closure.
 - **Utility privatization contracts require 90 day termination notice.**
 - Scenario 1: Cease supplier's investment efforts.
 - Scenario 2: Claim credit for accumulated renewal charges.
 - Scenario 3: Pay due investment.
- **Way Ahead:**
 - **Identify utility contracts actions required:**
 - Full termination
 - Partial termination
 - Transfer to another garrison
 - **Request termination notices:**
 - Utility supply contracts = C-180
 - Utility privatization contracts = A+60
- **POC: Steve Gentscheff / Sharon M. Garay Rodríguez, 370-8035**



Business Operations and Integration

- **Topic: Records and Database Management**
 - File transfers, records archiving
- **Discussion: Engineer files and database management is critical**
 - Continuity of operations for non-closing installations
 - Archive documents for closing installations
 - Maps and files needed for residual value and historical records
- **Way Ahead:**
 - Purge & delete old or redundant files, close work orders (DPW)
 - Code facilities for closure in all applicable databases (DPW)
 - Transfer databases to gaining real property manager, includes GIS, IFS, HOMES (DPW)
 - All maps and other hard copy documents from closed installations to Bensheim storage facility (DPW)
 - Notify IMA to revise web based systems (IMA-EURO)

• **SME: Mr. Gary Berkner, 370-8101**



Housing

- **Topic: AFH/UPH Furniture Sales**
- **Discussion:**
 - **Furnishings excess to the theatre may be sold**
 - **The SMC identifies excess**
 - **Currently AFH single Beds and mirrors**
 - **No UPH excess**
 - **DRMS creates listing of sales prices**
 - **Listing provided to CFMO announcing which property may be purchased.**
- **Way Ahead: Monitor inventory to identify additional excess**
- **POC: Mr. Danny Brannon, 370-7377**